



## Work Order

### Work Order # 7

#### New Policy to be Checked

<b>WO#</b> 7	<b>Client Code</b> 123456	<b>Policy Type</b> -	<b>Rush</b> Normal
<b>Add Date</b> 1-14-2020 2:43 AM	<b>Start Date Override</b> -	<b>Due Date Override</b> -	<b>Due Date</b> 2-11-2020 2:43 AM
<b>Policy Status</b> -	<b>CSR</b> 0	<b>If Package, list what lines of coverage</b> -	
<b>Documents Retrieved</b> No	<b># of Documents Retrieved</b> -	<b>AM</b> -	<b>Process</b> -
<b>Policy Forms</b> No	<b>Donut Account</b> No	<b># Of</b>	<b>Policy Details</b> -

#### Action Bar

<b>Assign</b> No	<b>Hold</b> No	<b>Email</b> No	<b>Discard</b> No	<b>Issue</b> No
<b>Task Completed</b> No	<b>Update</b> No	<b>Sent to Audit</b> No	<b>From Pending</b> No	
<b>Hold Reason</b> -	<b>Assign To</b> -			

#### General Information

<b>Status</b> Available	<b>Folder</b> Policies to Check	
<b>Branch Office</b> -	<b>Division</b> -	
<b>Policy Checked By</b>	<b>QA Done by</b>	<b>Delivery By</b>

**Second QA Done By**

-

**Department**

-

**Profit Center**

-

**Billing Type**

-

**Discrepancies Updated**

No

**Sagitta Updated?**

No

**EPIC updated to match Policy**

No

**AMS 360 updated to match Policy**

No

**Automatic Download**

No

**Sagitta Download**

No

**Policy Information**

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**Policy No**

-

**Complexity**

-

**Client Name**

Testing

**Carrier Name****2nd Check Document****3rd Check Document**

-

**# of AI/Supplemental Names**

0

**# of Coverages**

0

**# of Documents**

0

**# of Endorsements**

0

**# of Hazards**

0

**# of IM Items**

0

**# of Locations**

0

**# of Vehicles**

0

**Effective Date**

-

**Policy Checked Against**

-

**Company Bill Premium Updated**

No

**Request For****Billing Type**

-

**Bookmarked**

No

**CA Express Policy**

No

**Special Accounts**

No

**VIN Verification**

No

**USPS Verification**

No

**Other PKG**

No

**All Other**

No

**BOP's/PKG 1**

No

**Billing Screen Updated**

No

**Delivery Status**

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**Policy Filed**

No

**Email Sent to AM**

No

**Email Attached**

No

**Checklist Attached**

No

<b>Policy Delivered to the Insured</b>	<b>Policy Attached to Email</b>	<b>Website Updated</b>	<b>Form Letter Attached</b>
No	No	No	No
<b>Rate Calculation Sheet Attached</b>	<b>Management Coverage In PKG</b>	<b>AGCS Insurance Company</b>	
No	No	No	

## Comments

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## Incoming Email Details

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**Requestor**

**Sent To**

### Summary

vjdfklbvdfldbdf bdf;bmdf testing

### Description

Testing purpose need to check .....

Thanks

### Date Completed

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